

KENTUCKY INFORMATION RESOURCE MANAGEMENT COMMISSION
MEETING MINUTES
AUGUST 27, 1996

MEMBERS: Chairman Chris Clark, Dr. Charles Anderson, William Bowdy, Steve Dooley, Virginia Fox, Jerry Frantz, Jim Nelson, Deborah Patterson, Jim Ramsey and Nancy Ward.

GUESTS: John Penfield, Rodney Gross, Ken Walker, Dave Allgier, Karl Rothrock, Barbara Latimer, Gary Toth, Gordon Stammel, Yvonne Creech, Charles Robb, Cheryl Beasley, Dwayne Cable, Mike Hayden and Jay Vetter.

STAFF: Doug Robinson; Executive Director of KIRM, Shirley Rodgers and Jessamine Saufley.

Chairman Clark called the meeting to order at 1:10 p.m. at the Department of Information Video Conferencing Center in Frankfort Place. Chairman Clark welcomed the members and guests to the meeting. The meeting convened with the approval of the minutes from the June 13th and June 28th meetings.

Chairman Clark asked Deborah Patterson, Chairman of the KIRM Bylaws Committee, to discuss the proposed bylaws. Deborah briefly discussed the draft bylaws and highlighted the major changes. She noted one change was needed in Article VI, Section 8, due to an opinion of the Attorney General's Office in the clarification of what constitutes a quorum. Chairman Clark opened the floor for discussion and comments. William Bowdy asked for an explanation of the capacity of ex-officio members. Deborah reported that an opinion from Attorney General's Office states that the Chairman of the Communications Advisory Council (CAC) and the Chairman of the Geographic Information Advisory Council (GIAC), defined in statute as ex-officio members, can introduce a motion and can be counted to determine a quorum but are non-voting members. She added that a majority of members constitutes a quorum.

Jim Nelson asked when the term of the new Chairman will commence. Chairman Clark stated the newly elected Chairman's term will begin upon completion of the September election of officers. There was confusion as to whether a member could vote or discuss issues affecting a specific agency that was under a Cabinet for which the member represented. Dr. Charles Anderson asked if he, representing all universities, was to abstain from discussion or voting on any university-related issue. After considerable discussion, Chairman Clark deferred voting on the proposed bylaws and asked the Committee to be more specific in the following areas: Article 6, Section 8, and Section 10, and to present another draft for discussion at the next meeting. He also reminded members that Article 9 provides that the bylaws can be amended at any time with a two-thirds majority vote and an amendment submitted in writing.

Chairman Clark reported on behalf of the Nominating Committee composed of Dr. Ron Moore, CAC Chair; William Bowdy, GIAC Chair; Doug Robinson, KIRM Executive Director; and himself. He stated that interviews were conducted with several potential candidates for KIRM Commission Chair. Chairman Clark stated that the three criteria for consideration were: willingness to serve, time to dedicate to the Commission, and past attendance and participation. He added that the interviews provided an opportunity for the candidates to ask questions and that the common issues brought forward by the candidates were amount of time required to fulfill the responsibilities, potential conflict of interest, importance of EMPOWER Kentucky, and an expressed need to establish a relationship with the legislature.

Chairman Clark reported that Jim Nelson, Commissioner of the Department for Libraries and Archives and State Librarian, was selected as the nominee for Chairman. He added that Jim was chosen because of his professionalism, communications skills with others, established relationships with state, local and federal groups and his current involvement as an active member of the Commission. Chairman Clark also reported that Steven Dooley was selected as the nominee for Vice Chairman. He added that Steve was chosen because of his involvement in KISC, KIRM, and his current critical role in the EMPOWER Kentucky initiative.

Chairman Clark opened the floor for discussion of the nominees. Nancy Ward asked Steve Dooley, as a nominee for the office of Vice Chairman, to discuss the issue of a possible conflict of interest between DIS and KIRM. Steve responded by stating that he has always, and will continue to, separate his DIS and KIRM responsibilities. There being no further discussion, Chairman Clark opened the floor for additional nominations. Motion was made and seconded to cease the nominations.

Chairman Clark asked Steve Dooley to discuss a proposed Information Resources Manager's (IRM) Advisory group. Steve proposed that KIRM partner with the DIS to establish an IRM Advisory Group, which would strive to improve communication links to key agency contacts and to increase awareness concerning information technology initiatives. The Commission approved the establishment of an IRM Advisory group.

Chairman Clark asked William Bowdy, Chairman of the Geographic Information Advisory Council (GIAC), to update the Commission members concerning the recent activities of GIAC. Mr. Bowdy announced a business case was prepared by Susan Carson Lambert, Executive Director of the Office of GIS, and GIAC members for the development of a statewide basemap. He added that letters of support from various cabinets and agencies who use GIS were also solicited. Mr. Bowdy stated that the business case was presented to Secretary John McCarty, Finance and Administration Cabinet, who introduced it to the Capital Bond Oversight Committee. He reported that the outcome was initial funding for the development of the new digital geospatial statewide basemap in a four way joint

venture between the Commonwealth and the federal Departments of Interior and Agriculture. Mr. Bowdy added that a strategic planning meeting was held in early August, and the findings will be presented to the GIAC at the September 26th meeting and also presented to the KIRM Commission.

Chairman Clark asked Jim Nelson, Chairman of the Information Policy Committee to discuss a recent judgement and findings to the Commission members. Mr. Nelson reported that in *Stephen Amelkin, D.C., vs Commissioner, Department of State Police*, Civil Action No.3:94 CV-360-A (W.D.Ky. June 4, 1996), an opinion in the US District Court, Western Division, was issued impacting changes made in the 1994 revisions of the Kentucky Open Records Act. He stated that the judgement addresses gaining access to public records for commercial purposes and is currently under appeal, which could take up to two years. Mr. Nelson added that Doug Robinson, Executive Director of KIRM, is planning the meet with the Attorney General's Office and the Justice Cabinet to prepare an advisory opinion note to be sent to records officers, IRMs and legal counsels. In the event of an appeal, Mr. Nelson stated that the Attorney General's Office will interpret. He concluded by stating that this appeal could have a potential major impact upon the Transportation Cabinet.

Chairman Chris Clark asked Doug Robinson to provide an EMPOWER Kentucky update. Doug stated the eighteen process teams are currently involved in ongoing training and have been collapsed into generalized areas. He added that one of the major activities within EMPOWER is the framework for IT review and strategy. Based on the overall work plan, the IT focus is comprised of three primary components which are development, IT assessments and redesign of key processes within the Department of Information Systems. Doug stated that he envisions the KIRM Commission playing a stronger role. He concluded by stating that the framework for the statewide architecture will be in place as a result of the efforts of EMPOWER Kentucky.

Doug reported that the Memorandum of Agreements for Research and Development grant recipients have been signed and dispersed, and the recipients are moving forward with their selected projects. He added that the Kentucky TeleLinking Network (KTLN) has selected the Year II sites and over 110 are currently on line. Mr. Robinson stated that KIRM participated in staffing the Kentucky Information Highway (KIH) booth at the Kentucky State Fair.

Doug reported that the Commission on Higher Education Institutional Efficiency and Cooperation met on August 21st and focused on the use of information technology and the impact on state agencies. He stated that the final recommendations will be available on September 16, 1996.

Doug announced the resignation of Paul Wallace and Gail Knopf from the KIRM Commission and encouraged members to make recommendations for vacancies on the

Commission, which include a local government representative and two private citizens. Ginni Fox suggested considering retired private executives to fill the vacancies.

Chairman Chris Clark announced the approval of the following three amendments to Information Resource Plans: Justice Cabinet, Kentucky State Police Carry Concealed Deadly Weapon License imaging initiative; Cabinet for Human Resources, Disability Determination Infrastructure initiative; and the Economic Development Cabinet's Automate Industrial Site Maps initiative.

The next Kentucky Information Resources Management Commission meeting will be held in September with the date and location to be announced.

There being no further business, the meeting adjourned at 2:45 p.m.